

2019 SPRING SEMESTER: CLASSES BEGIN MONDAY, JANUARY 7, 2019

Upper-level students are allowed to take Core and Required courses in either division (day or evening), assuming there is space available in the course. Electives with two sections must, however, be taken in your division (for example, Trial Advocacy, which has one section in each division). If you want to take one of those elective courses out of your division, you must put your name on the waitlist, and Jenny will contact you if there is space available. If an elective has only one section, you are free to register for it, regardless of the division.

1L Day Students: Students must register themselves for their continuing, year-long required courses. Students must register for the same course section/professor taken during the fall semester.

1L Evening Students: Students must register for BLS – Writing, BLS – Research, Torts II, and Legal Studies II.

2L Day Students: Students must register for Constitutional Law II with the same section (Professor Kinsley's students will have Professor Katkin) they had for Constitutional Law I.

2L Evening Students: Students must register for the following courses: Professional Responsibility and Criminal Procedure. I will take care of registering you for ICN (LAW 880).

Constitutional Law: You must stay in the section you were in during the fall semester. Professor Kinsley's students will have Professor Katkin in the spring.

Required courses: The courses you must take this semester are listed in Green on the schedule.

Core courses: These courses are in Red.

Lunsford courses: These courses are in Blue.

** Please look at your graduation checklists (available on line, at the Chase Registrar's web page) to make sure you can schedule your classes in a way that guarantees that you will meet all graduation requirements.

Overloads and Underloads: As provided in the Student Handbook, the required course load for full-time students is 12-16 hours. The course load for part-time students is 8-11 hours. Students who wish to deviate from the required course load must submit a written petition, via email from a student's official NKU email account, to the Assistant Dean of Students (Dean Crabbe) demonstrating good cause for the request to take an overload or underload. Full-time students who petition and are approved to take more than 16 credits (up to a maximum of 18) pay an additional per-credit-hour rate for the overload hour(s).

Pursuant to ABA Standards, students cannot "double-dip" and use a course for both AWR and their "skills" or "experiential" requirement.

PRIORITY REGISTRATION PROCESS FOR SPRING 2019

Students will register for spring 2019 courses using a priority “windows” registration system. This form of registration will assign students registration times based on the number of earned credit hours, thereby improving the process of registration for limited-enrollment courses. Students will register during their designated time periods on a first-come, first-served basis. Students will automatically be blocked from logging in and registering until their designated window period.

Limited-enrollment courses will be capped and will “close” once all available seats are taken. Students who are closed out from registering for limited-enrollment courses will be able to sign up on a waiting list for those courses. A waiting list sign-up sheet will be placed on the Registrar’s bulletin board outside of Room 314 after priority registration ends. If/when openings occur in limited-enrollment courses, students on the waiting list with the most earned credit-hours will be offered enrollment.

The priority registration schedule for the spring 2019 semester follows (hours indicated are the hours earned as of the time of registration):

11/6/18 (Tuesday) thereafter)	67.00 - 999.99	7:00 am (and continues 24/7
11/8/18 (Thursday)	58.00 – 66.99	7:00 am (and continues 24/7 thereafter)
11/13/18 (Tuesday)	51.00 – 57.99	7:00 am (and continues 24/7 thereafter)
11/15/18 (Thursday)	44.00 – 50.99	7:00 am (and continues 24/7 thereafter)
11/19/18 (Monday)	0.00 – 43.99	7:00 am (and continues 24/7 thereafter)

Field Placements / Externships: Students interested in doing a field placement / externship during the spring semester should contact Associate Dean Kinsley as soon as possible. Registration for field placements takes place during the regular course registration, with faculty approval.

Tuition Payment, Drop/Add and Refunds for spring 2019 Semester: See the 2018-2019 Academic Calendar on the Chase Registrar’s web page for applicable dates and deadlines.